



WorkforceDevelopmentSF

Office of Economic and Workforce Development

Enterprise for Youth: November 2017 Calendar

200 Pine Street, 6th Floor, San Francisco, CA 94104 | (415) 392-7600 | Hours of Operation: M-Th 9:00AM-6:00PM, F 9:00AM-5:00PM

Monday	Tuesday	Wednesday	Thursday	Friday
		1 11AM- 12PM: Drop-in Post-secondary counseling and support	2 4PM-6PM: Drop-in Resume and Cover letter support	3
6 4PM-6PM: Drop-in Resume and Cover letter support	7 10AM-11AM: Drop-in Job Search Assistance	8 11AM- 12PM: Drop-in Post-secondary counseling and support	9 11AM-12PM: Drop-in Interview Preparation	10
13	14	15	16	17
20	21	22	23 Office Closed	24 Office Closed
27	28 10AM-11AM: Drop-in Job Search Assistance	29 11AM- 12PM: Drop-in Post-secondary counseling and support	30 11AM-12PM: Drop-in Resume and Cover letter support	



Event Descriptions

Drop-in Job Search Assistance- Receive one-on-one support with online job searching

Drop-in Resume and Cover Letter Assistance- Receive one-on-one assistance with completing a resume and cover letter. Please bring a detailed employment history to help facilitate the resume creation. If looking for assistance with a cover letter, please bring in the job listing to which you are applying

Drop-in Post-secondary counseling and support- Receive one-on-one counseling with post-secondary and vocational planning

Drop-in Interview Preparation- Receive one-on-one support with interviewing skills, including a mock interview. Please bring in the job listing of desired employment opportunity